



# Southcentral Michigan Planning Council

300 South Westnedge Avenue · Kalamazoo, Michigan 49007

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## Board Meeting Minutes

**MEETING DATE:** Wednesday, November 13, 2024

**MEETING TIME:** 1:00 pm

**MEETING LOCATION:** W.E. Upjohn Institute  
300 South Westnedge Ave  
Kalamazoo, MI 49007

1. Call to Order
  - a. The meeting was called to order at 1:09pm
2. Representative Attendance
  - a. Representatives present
    - i. Bomba
    - ii. Carahaly
    - iii. Coney
    - iv. Hazelbaker
    - v. Frisbie
  - b. Representatives Absent
    - i. Davis
  - c. Combs resigned prior to the meeting
3. Approval of the Agenda
  - a. Coney made a motion to approve the agenda. Bomba seconded.
    - i. **The motion carried.**
4. Approval of the Minutes
  - a. Carahaly noted that Combs was absent from the meeting.
  - b. Coney made a motion to approve the Minutes.
    - i. **The motion passed by unanimous consent.**
5. Public Comment
  - a. None made.
6. Transportation
  - a. KATS staff gave a verbal and written report
  - b. The board had a few questions about the Rural Task Force.
7. SMPC Transition
  - a. Updates from Transition Committee
    - i. Staff gave a verbal update on the activities of the Transition Committee.
  - b. Bank Account Resolution
    - i. Frisbie made a motion to approve the resolution. Bomba seconded.
      - 1) **The motion carried.**
  - c. Executive Director Offer
    - i. The position was offered to Brian Pittelko. The total compensation was set at \$95,000. The compensation will be both salary, retirement, and other benefits.
    - ii. Frisbie made a motion to authorize the Transition Committee to formally extend an offer to Brian Pittelko, engage legal to draft an employment agreement, and to determine the details of the employment agreement as well as authorize the chair to sign the employment agreement.
      - 1) Bomba seconded the motion.
        - 2) **The motion carried.**

- d. Budget Updates
  - i. The board discussed updates to the budget.
  - ii. The board also discussed updating the resolution that authorizes staff to apply for grants.
- 8. Economic Development Administration
  - a. CEDS Application
    - i. Discussed earlier in the meeting.
- 9. EPA Regional Brownfield Grant
  - a. Update on the Work
    - i. Adams gave a quick update on the work to date and any remaining funds.
  - b. Extension Request
    - i.
- 10. Staff Report/Other
  - a. Update on Planning Work
    - i. St. Joseph County Joint Plan
    - ii. Constantine TIF
  - b. Update on the Materials Management Work
  - c. Liability Insurance
  - d. Monthly Correspondence
- 11. Representative Comments
  - a. Bomba: Calhoun County is starting its master plan update. The county is struggling to find a planner who can help with the county master plan. The countywide transit millage passed. The old McCamley Hotel has been remodeled as a Doubletree by Hilton and has been very popular since it reopened.
  - b. Coney: Sturgis completed RRC essentials last year and is completing the process of updating its zoning ordinance as part of the process. The City also did a large lighting project downtown using local grants, public donations, and state matching funds. They also completed a number of other placemaking investments.
  - c. Hazelbaker asked Bomba and Coney about county-wide transit in each of their counties. He wanted to know because Clemons and the Walmart distribution center have transportation needs and many of the folks moving to the county have transportation needs.
  - d. Frisbie: thanked the Transition Committee for all their work.
- 12. Adjournment

The meeting was adjourned at 2:41pm.

***Next Meeting: December 11, 2024***